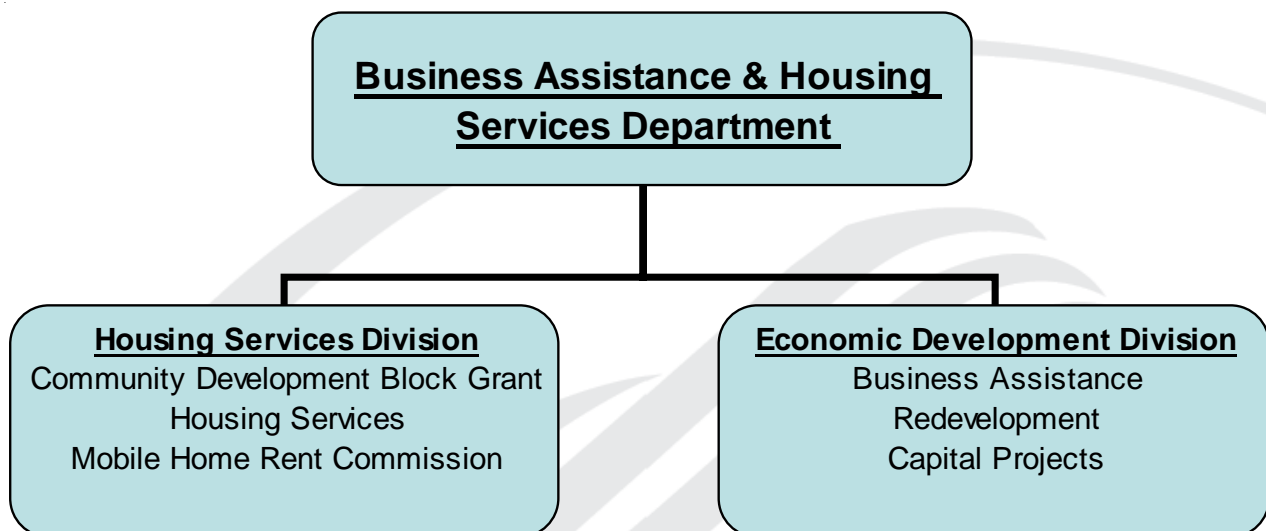


Business Assistance and Housing Services (BAHS)

Appropriations Summary

	04/05 Actuals	05/06 Actuals	06/07 Current Budget	06/07 Estimated Year-End	07/08 Proposed Budget
Salaries	1,392,043	1,585,797	1,713,985	1,651,067	1,966,298
Supplies & Services	4,773,676	5,072,353	3,192,997	2,489,198	1,616,125
Capital Outlay	13,688	2,385	8,216	7,916	19,800
Debt Services	-	76,650	-	-	-
Internal Service	585,297	587,071	672,848	672,848	622,520
Transfers Out	9,933	179,482	15,000	15,000	15,306,347
Project Expenditure	11,221,271	23,716,364	60,255,379	33,939,644	29,105,162
TOTAL BY CATEGORY	17,995,910	31,220,102	65,858,425	38,775,673	48,636,252

215-8000	CDBG PROGRAMS & PROJECTS	166,962	123,915	468,159	419,154	358,162
216-8001	CDBG REHAB RLF	17,511	76,272	30,916	6,916	30,000
234-8250	MOBILE HOME PARK RENT	11,223	167,771	4,069	1,844	1,868
235-8425	SENIOR HOUSING TRUST	9,484	3,275	23,800	23,800	24,000
236-7100	BAHS HOUSING	15,000	15,029	2,015,000	165,000	1,015,000
317-7000	BAHS ADMINISTRATION	5,940,033	6,456,245	4,699,850	4,014,027	3,450,964
317-8010	BAHS ECONOMIC DEVELOPMENT	1,919,603	1,921,275	3,973,384	3,280,969	7,672,000
317-8055	BAHS CIP	4,377,111	17,369,238	44,431,836	19,838,170	28,231,000
327-7100	BAHS HOUSING	5,538,982	5,087,081	10,211,411	11,025,793	7,853,258
TOTAL BY PROGRAM		17,995,910	31,220,102	65,858,425	38,775,673	48,636,252



BAHS Administration [317-7000]

ACTIVITY DESCRIPTION

The Business Assistance Division-Administration conducts the economic development and redevelopment activities for the City of Morgan Hill and the Redevelopment Agency. Its general responsibilities include, but are not limited to, the following:

- Conducting business attraction, expansion, and retention activities
- Providing general business assistance information including the provision of economic, demographic, and general information to persons and companies interested in locating a business in Morgan Hill
- Acting as an “ombudsman” for businesses in their interactions with the various City Departments
- Offering business start-up counseling and referrals
- Providing site selection and development processing assistance to companies
- Developing and administering financial assistance programs to businesses
- Working with the Chamber of Commerce to market the City
- Working with the Morgan Hill Downtown Association to enhance and improve the Downtown
- Assisting in the development of community facilities funded by the RDA
- Performing property management duties
- Coordinating the Sister City program
- Preparing the state mandated plans and reports for the Redevelopment Agency
- Monitoring existing loans and contracts
- Administering the Redevelopment Agency budget
- Staffing the City Council’s Community and Economic Development Committee
- Conducting special studies

FY 2006/07 HIGHLIGHTS

Community Facilities

- Assisted in the construction and the design/procurement of fixtures, furnishings and equipment for the Centennial Recreation Center
- Monitored the construction and the design/procurement of fixtures, furnishings and equipment for the new library
- Assisted in master planning and Council workshop for the Friendly Inn/El Toro Youth Center
- Assisted in the design of the Outdoor Sports Center
- Initiated Request for Proposal and selection for design consultant for new Development Service Center

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- Marketed the Facade Improvement Program to businesses and provided six grants totaling \$139,000 to the following: Morgan Hill Gas Station, Lusamerica, MH Engineering Downtown Mall, Morgan Hill Times building, and Ragoots Restaurant
- Agency approved and funded sewer plant expansion/improvements of up to \$20 million which will eliminate sewer impact fees within the Project Area for commercial and industrial development through 2020
- Agency approved and funded street/traffic improvement projects estimated to cost about \$57 million which will reduce traffic impact fees by 56.5% city-wide
- Developed the Commercial Rehabilitation Loan Program for Downtown Businesses and issued one loan to Booksmart.

- Monitored development agreement and facilitated the construction of the 66-acre subregional retail center at the northeast corner of Cochrane and Highway 101
- Facilitated development of neighborhood retail center
- Negotiated and implemented agreement for the attraction of 247 Workspace to Morgan Hill (opened in Fall 2006)
- Facilitated opening of Trader Joes (opened December 2006)
- Facilitated the renovation of the former Police Department building into El Toro Brew Pub & Restaurant
- Negotiated an Owner Participation Agreement for the mixed-use development of the Gunter Bros Feed Store property
- Facilitated the re-use of the Granada Theater
- Provided Ombudsman services to **over 120** businesses
- Worked with developer/property owners to develop industrial/commercial sites throughout the City
- Assisted mixed-use projects through the Measure C process
- Assisted with the elimination of Economic Development Inhibitors
- Evaluated the renovation of the Granada Theater

- Monitored renovation of Acton Museum at the Villa Mira Monte site

- Completed Agency Plan Amendment to increase Tax Increment Limit by \$333,000,000
- Assisted the Community Development Department with the Downtown Plan update process
- Completed the conceptual design for Downtown entry feature(s), and City-wide and Downtown way-finding signs
- Assisted the City Council's Community and Economic Development Committee (C & ED) to meet its Council goals (e.g. Economic Development Strategy, downtown improvements, etc.)
- Assisted in managing/monitoring \$1.7million grant for Third Street Promenade project from the Metropolitan Transportation Commission/Transportation for Livable Communities program
- Completed a review and update of the Economic Development Strategy

BAHS Administration [317-7000]

Local and Regional Economic Development Partnerships

- Facilitated the formation of the Downtown Property Based Improvement District
- Funded the Chamber of Commerce's Economic Development Partnership (EDP), participated in its Business Attraction, Retention and Tourism activities, and worked with EDP to develop regional partnerships
- Funded the Morgan Hill Downtown Association and worked together to foster a vital downtown
- Worked with regional and State agencies to promote economic development
- Participated in the Silicon Valley Economic Development Alliance
- Assisted in the formation of a Property Based Improvement District (PBID) in downtown
- Participated in the Central Coast Marketing Team

Marketing/Promotional Efforts

- Participated in the International Council of Shopping Centers (ICSC) Deal-Making trade shows (City booth) in Las Vegas, and Monterey
- Developed and implemented an education and communication plan for the 25th anniversary of the Redevelopment Agency
- Marketed traffic and sewer impact fee reduction to Silicon Valley brokers

FY 2007/08 WORKPLAN

- Facilitate the re-use of the Granada Theater as a movie theater
- Complete the El Toro/Friendly Inn master plan
- Implement recommendations for BAHS in the 2006 Development Services Audit
- Manage Downtown improvement program

FY 2007/08 ACTIVITY GOALS

Community Facilities

- Assist in construction administration of the Outdoor Sports Center
- Begin master planning the Development Service Center
- Assist in implementing the design plan for Downtown Directional Signs, and City-wide and Downtown way-finding signs

Business Assistance Programs

- Promote and administer the existing programs, such as Façade Improvement Program, Commercial Rehabilitation Loan, Small Business Fee Deferral Program, and the Impact Fee Financing Program
- assist with development of Downtown improvements

Business Attraction/Expansion/Retention

- Work with developers/property owners to develop key commercial/retail sites
- Assist developer in completing Phase I of the subregional shopping center
- Facilitate development in the Downtown

BAHS Administration [317-7000]

Planning/Administration

- Amend and prepare the mid-term review of the Agency's 5 year Implementation Plan
- Assist the Community Development Department with the Downtown Plan update process
- Continue to work to eliminate identified economic development inhibitors
- Assist the Community and Economic Development Committee in meeting its goals
- Develop blight elimination programs
- Develop master plan for EAH market-rate for-sale housing project in the Downtown

Local and Regional Economic Development Partnerships

- Coordinate efforts with the Chamber of Commerce's Economic Development Programs (EDP), and participate in the Business Attraction, Retention and Tourism activities
- Work with the Morgan Hill Downtown Association and Downtown Property Based Improvement District to enhance the Downtown
- Work with regional and State agencies (e.g., Joint Venture Silicon Valley) to promote economic development
- Work with the local sister city association to strengthen the relationships with our existing sister cities

Marketing/Promotional Efforts

- Participate in the International Council of Shopping Centers (ICSC) trade shows and other local and regional trade shows
- Undertake various efforts to promote the Redevelopment Agency
- Market the City as a great place to do business

PERSONNEL ACTIONS

Given the Council's goals and the need to focus on economic development activities, BAHS is proposing the addition of a Senior Project Manager (SPM) position. This position would focus on establishing more defined and proactive business attraction, retention, and ombudsman programs.

The SPM would be responsible for establishing and implementing a formal business retention and attraction program, enhanced marketing efforts to tout City actions to create a more "business friendly" environment, and establish a "small business" ombudsman program. The ombudsman program may include having BAHS staff maintain counter hours in City Hall. The SPM would also allow BAHS to perform enhanced proactive marketing services such as more follow-up contact with commercial brokers to discuss Morgan Hill.

This position will help meet the Council's goal of job creation because the business retention program will work to assist existing businesses expand their operations or keep existing jobs in town. In addition, the small business ombudsman program and enhanced marketing efforts may lead to job creation as new companies are created and/or attracted to the community. Building and/or land vacancies should be reduced as companies looking to expand will lease or build additional space. Similarly, the SPM's marketing activities may attract new businesses that will lease existing space or build new facilities. While not a reduction in vacancies, some vacancies may be avoided by the SPM's efforts to keep companies in town.

BAHS Administration [317-7000]

PERFORMANCE MEASURES

Measure		FY 04/05	FY 05/06	Estimated FY 06/07	FY 07/08
Dollar value of new tenant improvements and new commercial/industrial buildings	Goal		\$12,000,000	\$38,400,000	\$ 17,000,000
	Projected or Actual	\$ 32,200,000	\$ 9,700,000	\$44,196,450	
Square footage of building permits pulled for new commercial/industrial buildings and tenant improvements	Goal		295,000	300,000	200,000
	Projected or Actual	360,731	139,000	400,000	
Square footage of commercial/industrial buildings and tenant improvements developed by businesses receiving ombudsman assistance	Goal		177,000	180,000	120,000
	Projected or Actual	180,540	89,000	361,383	
Percent of commercial/industrial buildings and tenant improvements developed by businesses receiving ombudsman assistance	Goal		66.0%	60.0%	60.0%
	Projected or Actual	50.0%	64.0%	62.0%	
Amount of property and/or 1st year sales tax generated by businesses receiving ombudsman assistance	Goal		\$ 120,000	\$ 144,000	\$ 150,000
	Projected or Actual	\$ 175,850	\$ 60,000	\$ 140,000	
Number of businesses receiving ombudsman assistance	Goal		100	90	100
	Projected or Actual	82	120	124	
Number of marketing packets distributed to prospective businesses	Goal		150	150	150
	Projected or Actual	150	150	170	
Number of jobs crated/retained by businesses receiving ombudsman assistance	Goal		120	100	150
	Projected or Actual	110	100	120	
Number of new businesses receiving ombudsman assistance anticipated to generate sales tax revenue	Goal		20	15	20
	Projected or Actual	15	30	24	
Sales tax generated in the Downtown from general retail and food products	Goal		\$ 87,000	\$ 95,000	\$ 95,000
	Projected or Actual	\$ 90,000	\$ 95,000	\$ 109,770	

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[317-8010]

ACTIVITY DESCRIPTION

This activity funds the City's and Redevelopment Agency's economic development programs, projects, partner organizations, and special studies. Since these efforts are administered under Business Assistance Division – Administration, the “Accomplishments” and “Goals” for this section are contained in the Business Assistance Division - Administration pages. The following lists the highlights of the current programs, projects and special studies.

Programs

- Downtown parking lot rental and maintenance
- Commercial Rehabilitation Loan Program for Downtown Businesses
- Property management of Redevelopment Agency/City owned and leased properties
- Façade Improvement Program
- Small Business Fee Deferral Program
- Implementation of the Auto Dealer Strategy
- Implementation of the Economic Development Strategy
- Manage Downtown Property Based Improvement District (PBID) contract
- Assist in development of Revision of Downtown Plan
- Provide business Ombudsman services

Projects

- Business Attraction/Retention/Expansion Loans
- Rehabilitation of the Morgan Hill Historical Museum
- Assist in design and construction of community facilities such as the Outdoor Sports Center and the Library
- Complete the Depot Street Capital Improvement Grant Project, including installation of public art
- Rehabilitate Granada Theater
- Rehabilitate Gunter Brothers building
- Assist with Downtown improvements
- Facilitate development of the 66-acre subregional shopping center
- Assist in design process for Third Street Promenade Capital Project

Partner Organizations

- Morgan Hill Chamber of Commerce
- Morgan Hill Downtown Association/Property Based Improvement District (PBID)
- Sister City

BAHS Economic Development

[317-8010]

		04/05	05/06	06/07	06/07	07/08
		Actuals	Actuals	Current Budget	Estimated Year-End	Proposed Budget
42250	ADVERTISING	97	-	-	-	-
	Supplies Total	97	-	-	-	-
49201	TRANSFER OUT-202 (STREET M	-	-	-	-	-
49235	TRANSFER OUT-206 (COM DEV)	-	-	-	-	-
	Transfer Total	-	-	-	-	-
82205	TAXES	11,502	9,115	125,000	50,000	70,000
82229	RDA-SPECIAL COUNSEL	6,837	15,713	65,588	70,588	35,000
82231	CONTRACT SERVICES	366,663	381,504	599,895	627,288	701,000
82250	ADVERTISING			-		
82299	OTHER EXPENSE	16,610	7,001	13,000	8,000	18,000
86100	ACQUISITION EXPENSE	875,446	875,000	885,000	885,000	885,000
86120	PROPERTY PURCHASE	-	-	-	-	-
86200	PROFESSIONAL SERVICES	-	54	-	30,839	-
86240	SITE SPECIFIC STUDIES	5,796	86,418	70,206	25,000	40,000
86280	PROPERTY MANAGEMENT	8,154	10,988	20,295	20,000	20,000
86340	SITE & BUILDING IMPROV	11,903	16,175	3,000	-	3,000
86420	PROGRAM LOANS	195,000	101,990	1,414,400	1,270,400	5,320,000
86440	GRANT AMOUNT	421,595	417,317	777,000	293,854	580,000
	Project Total	1,919,507	1,921,275	3,973,384	3,280,969	7,672,000
	BAHS Economic Development Total	1,919,603	1,921,275	3,973,384	3,280,969	7,672,000

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Community Development Block Grant

[215-8000]

ACTIVITY DESCRIPTION

Community Development Block Grants (CDBG) are the primary funding source to outside public service agencies which serve principally low and moderate income persons. CDBG funds can also be used to fund non-public service activities such as City improvements or improvements to public or non-profit facilities. The City's CDBG programs are supplemented with Redevelopment Housing 20% Set-Aside Funds, Senior Housing Trust Fund, and the Housing Mitigation Fund.

FY 2006/07 HIGHLIGHTS

- Twelve service grants were awarded and monitored
- Funded 2 Capital Project Activities: Galvan Park upgrades and El Toro/Friendly Inn Masterplan

FY 2007/08 ACTIVITY GOALS

- Award and monitor twelve service grants
- Fund one Capital Project Activities

FINANCIAL COMMENTS

The following chart lists projects with FY 2007-2008 anticipated grant awards and other funding sources.

GRANT	CDBG	RDA 20% Set Aside	Senior Trust Fund	Housing Mitigation Fund
Galvan Park Soccer Field	\$89,498			
General Administration	\$15,000			
Total Non-public service agencies (capital improvements)	\$104,498			
Catholic Charities, Day Break Respite Program			\$8,600	
Catholic Charities, Long Term Care Ombudsman Program			\$4,500	
Catholic Charities, Shared Housing Program @ Depot Commons		\$15,000		
Second Harvest Food Bank, Operation Brown Bag	\$5,940			
Community Solutions, La Isla Pacifica Shelter		\$16,000		
Emergency Housing Consortium – Homeless Shelter & Services				\$15,000
Live Oak Adult Care Services, Adult Day Care Program	\$5,965			
Community Solutions, El Toro Youth Center	\$17,275			
Project Sentinel, Tenant/Landlord Dispute Resolutions		\$25,000		
City of Morgan Hill, Recreation, Youth Scholarships Program	\$11,384			
Rebuilding Together Silicon Valley, Rebuilding Home Repair Days Program		\$2,500		
Silicon Valley Independent Living Center, Housing Program for Disabled Persons		\$1,500		
Total Public Service Agencies:	\$40,564	\$60,000	\$13,100	\$15,000
TOTAL FY 2007-2008 GRANTS BY FUND:	\$145,062	\$60,000	\$13,100	\$15,000
TOTAL FY2007-2008 GRANTS (ALL SOURCES):	\$233,162			

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		04/05	05/06	06/07	06/07	07/08
		Actuals	Actuals	Current Budget	Estimated Year-End	Proposed Budget
42205	TAXES	80	-	-	-	-
42210	WATER/SEWER	(80)	-	-	-	-
Supplies Total		-	-	-	-	-
45004	BUILDING MAINT - CURRENT SEI	-	-	-	-	-
ISF Total		-	-	-	-	-
49211	TRANSFER OUT-VARIOUS FUND	-	-	-	-	-
49238	TRANSFER OUT-317 (RDA)	143	-	-	-	-
Transfer Total		143	-	-	-	-
82231	CONTRACT SERVICES	-	3,242	2,000	1,000	5,000
86420	PROGRAM LOANS	17,368	73,030	28,916	5,916	25,000
Project Total		17,368	76,272	30,916	6,916	30,000
CDBG Rehab RLF Total		17,511	76,272	30,916	6,916	30,000

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BAHS Housing [327-7100]

ACTIVITY DESCRIPTION

The Housing Division creates and preserves affordable housing in the community. Redevelopment 20% Housing Set-aside money (i.e., property tax increment) is the primary funding source for these activities. Under California Redevelopment Law, redevelopment agencies are required to set aside 20% of their tax increment for affordable housing activities. Morgan Hill affordable housing efforts focus on the following:

- Rehabilitation of single-family and multi-family housing.
- Administration of the Minor Home Repair Grant programs for seniors and mobile home owners.
- Monitoring existing housing loans and agreements.
- Administration of the City's Below Market Rate Housing Program (BMR) which includes monitoring approximately 410 BMR rentals and ownership units for compliance.
- ... Serve as staff liaison to the Mobile Home Rent Commission.
- Conduct a bi-annual rental vacancy survey.
- Manage the City's participation in the Urban County Community Development Block Grant (CDBG) program.
- Development of new affordable housing programs and projects per the Affordable Housing Strategy.

FY 2006/07 HIGHLIGHTS

New Construction and Major Housing Projects

- Completed Phase I of Royal Court Project, which consists of 12 ownership units. Phase II consists of 55 apartment units
- Acquired site for future senior housing project to be constructed by Urban Housing Communities
- Provided loans to South County Housing for \$3.6 million in California Housing Finance Agency (CalHFA) funds for site acquisition and interim financing for Madrone Plaza Affordable Housing Project
- Received preliminary approval from Agency Board for \$1.9 million to South County Housing for down payment assistance for Madrone Plaza homebuyers
- Participated in Measure F Sub-Committee for downtown residential units

Housing Rehabilitation Programs

- Approved over 70 grants for the Minor Senior Housing and Mobile Home Repair Programs
- Approved 5 Housing Rehab Loans
- Approved 10 Housing Paint and Clean-up Program Grants for single family homes and apartments

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- Administered and monitored thirteen housing and public service grants totaling \$257,100 funded by Community Development Block Grant, the 20% Redevelopment Agency Housing Set-Aside, the Senior Trust Fund, and the Housing Mitigation Fund.
- Funding provided for ombudsman services in long-term care facilities for seniors; meals for seniors; youth outreach; specialized care and recreation services for dependent seniors; El Toro Youth Center; employer-related services for low income individuals; case management for shared housing facility; domestic violence shelter; and housing shelter and services.
- Implemented the Affordable Housing Strategy Work Plan.

- Facilitated the sale of 25 new and 2 resale BMR homes.
- Processed over 60 requests from BMR home owners wanting to refinance their units.
- Processed over 104 rental applications for eligible program participants. Ten units were occupied through the BMR rental program
- Conducted one BMR information seminars
- Continued to accept names for the Median and Moderate Income lists, resulting in the addition of 135 applicants for a total of 592 names

- Assist Habitat for Humanity with the completion of the entitlement phase and begin construction of 6-unit single family project located on San Pedro Avenue. These units will be available to very low income Morgan Hill residents. The Agency funded this project with its 20% Housing Set-aside funds.
- Administer Down Payment Assistance Program for City employees funded by Housing Mitigation Funds
- Assist South County Community Builders with the construction of their Madrone Plaza Affordable Housing Project. This project is a for sale 95 unit townhome development located at Cochrane Ave. and Monterey Rd. Of the 95 units, 71 are affordable for-sale units to low, median, and moderate income households. People who live or work in Morgan Hill receive a priority for the units. The project is funded with a combination of CALHFA and Agency 20% Housing Set-aside funds.
- Assist Urban Housing Communities secure entitlements for their Horizons project. This project is a 49 unit senior apartment complex to be located on Central Avenue. Units will be affordable to low and very low income seniors. The project is funded with Agency 20% Housing Set-aside funds.

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BAHS Housing [327-7100]

PERFORMANCE MEASURES

Measure		FY 04/05	FY 05/06	Estimated FY 06/07	FY 07/08
Number of refinance application requests	Goal		61	60	60
	Projected or Actual	74	66	76	
Number of Below Market Rate (BMR) Rental and Homeownership application requests	Goal		180	180	190
	Projected or Actual	200	255	200	
Number of refinancing requests approved	Goal		20	20	25
	Projected or Actual	26	30	34	
Number of BMR Rental and Homeownership applications approved	Goal		180	180	190
	Projected or Actual	190	241	258	
Number of BMR Rental and BMR ownership offers made	Goal		130	121	120
	Projected or Actual	120	80	84	
Number of BMR Rental and BMR units sold	Goal		20	20	20
	Projected or Actual	25	21	24	
Number of refinance, BMR rental and homeownership applications received per FTE	Goal		238	238	230
	Projected or Actual	244	277	242	
Amount of agency funds contributed per new rental unit	Goal			\$ 87,000	\$ 80,000
	Projected or Actual	N/A	N/A	\$ 89,000	
Amount of agency funds contributed per new ownership unit	Goal		\$ 87,500	\$ 50,000	\$ 75,000
	Projected or Actual	N/A	\$ 87,500	\$ 76,000	
Leverage ratio of agency funds to other funds for rental projects	Goal			1:4	1:4
	Projected or Actual	N/A	N/A	1:4	
Leverage ratio of agency funds to other funds for ownership projects	Goal		1:4	1:4	1:5
	Projected or Actual	N/A	1:4	1:5	

BAHS Housing [327-7100]

	04/05 Actuals	05/06 Actuals	06/07 Current Budget	06/07 Estimated Year-End	07/08 Proposed Budget
41100 SALARIES - GENERAL	452,994	443,485	510,714	439,070	613,972
41270 SALARIES - PART-TIME	32,938	14,482	-	-	-
41271 SALARIES - PART-TIME TEMP	140	3,180	-	21,600	34,000
41320 SALARIES - OTHER PAYOUT	8,329	13,270	-	6,000	7,000
41490 OVERTIME - GENERAL	111	174	-	2,500	-
41560 UNEMPLOYMENT INSURANCE	1,033	2,012	1,570	1,356	-
41620 RETIREMENT - GENERAL	66,865	78,493	99,115	78,057	106,807
41690 DEFERRED COMPENSATION	10,464	10,952	13,287	13,734	19,633
41700 GROUP INSURANCE	42,405	48,689	52,421	45,599	57,312
41701 MEDICARE	7,341	7,470	7,405	6,679	9,552
41730 INCOME PROTECTION INS	5,767	6,057	6,743	6,014	7,564
41760 WORKERS COMP	21,014	15,986	17,509	16,628	11,548
41799 BENEFITS	3,401	3,558	3,444	3,790	3,769
41800 UNIFORM	-	-	200	-	-
41900 CONTRACT LABOR	1,088	1,056	-	-	-
Salaries Total	653,888	648,865	712,408	641,027	871,157
42214 TELEPHONE	5,240	5,503	9,000	7,000	8,000
42228 GASOLINE & OIL	343	364	800	800	800
42230 SPECIAL COUNSEL	-	-	5,000	5,000	5,000
42231 CONTRACT SERVICES	13,303	1,175	8,238	5,000	6,000
42233 AUDIT FEES	2,750	2,458	2,750	2,750	3,000
42236 BANK CARD SERVICE FEES	3	236	-	-	-
42244 STATIONERY & OFFICE SUPPLIES	1,584	708	2,100	2,100	2,500
42245 COMPUTER HARDWARE-NON CAPITAL	6,359	154	3,000	3,000	1,000
42246 COMPUTER SOFTWARE-NON CAPITAL	-	-	1,000	1,000	1,000
42248 OTHER SUPPLIES	173	1,141	1,400	1,400	1,400
42250 ADVERTISING	386	(16)	1,000	1,000	1,500
42252 PHOTOCOPYING	1,044	846	1,650	700	900
42254 POSTAGE & FREIGHT	2,072	1,873	3,000	3,000	3,000
42257 PRINTING	46	380	500	500	500
42261 AUTO MILEAGE	333	196	300	300	300
42281 SMALL TOOLS	1,346	328	500	500	500
42299 OTHER EXPENSE	29	356	300	300	600
42408 TRAINING & EDUCATION	277	1,100	7,000	5,000	7,000
42415 CONFERENCE & MEETINGS	1,210	118	3,815	3,815	4,000
42423 MEMBERSHIP & DUES	4,976	202	5,000	7,000	7,300
42435 SUBSCRIPTION & PUBLICATIONS	27	13	2,000	1,400	2,000
42523 MAINT - MACHINE/EQUIPMENT	-	-	500	500	500
42526 MAINT - AUTO/TRUCKS	118	44	1,000	500	1,000
42531 MAINT - FURNITURE/OFFICE EQUIP	242	-	500	500	500
42550 FLEET REPLACEMENT CHARGES	4,586	-	-	-	-
Supplies Total	46,447	17,179	60,353	53,065	58,300

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[234-8250]

This account is funded through an annually collected fee mandated by the Mobile Home Park Rent Ordinance (Chapter 5.36 of the City of Morgan Hill Municipal Code). Each park owner is assessed this fee based upon the number of spaces within the park which fall under the ordinance. (Spaces not covered would include vacant spaces; spaces occupied by coaches owned by the park owner or by mobile home dealers who are not residents; and, spaces where home owners have negotiated long-term leases with the park owner.) Owners may pass on up to ½ of the cost of each space fee to the tenant of the space for which the fee is paid.

- No official complaints filed

- Continue to administer the City's mobile home rent ordinance, and respond to any challenge to the ordinance
- Implement the Commission workplan

The current budget is funded solely by funds collected under the Mobile Home Rent Ordinance.

Mobile Home Rent Mobile Home Rent
Commission [234-8250]

		04/05	05/06	06/07	06/07	07/08
		Actuals	Actuals	Current Budget	Estimated Year-End	Proposed Budget
42230	SPECIAL COUNSEL	9,505	-	1,000	500	500
42231	CONTRACT SERVICES	-	-	800	200	200
42248	OTHER SUPPLIES	24	-	750	300	300
42250	ADVERTISING	210	-	600	200	200
42252	PHOTOCOPYING	-	-	200	50	50
42254	POSTAGE & FREIGHT	-	-	150	25	25
	Supplies Total	9,739	-	3,500	1,275	1,275
45010	GF ADMIN	1,484	1,482	569	569	593
	ISF Total	1,484	1,482	569	569	593
49237	TRANSFER OUT-327 (HOUSING	-	166,289	-	-	-
	Transfer Total	-	166,289	-	-	-
Mobile Home Park Rent Total		11,223	167,771	4,069	1,844	1,868

Senior Housing Trust Fund [235-8425]

ACTIVITY DESCRIPTION

The purpose of the fund is to assist elderly persons with household incomes of low to very low in meeting their need primarily related to housing or senior housing-related support services. The program is available to eligible persons living in the City of Morgan Hill and the sphere of influence. Interest from the fund is used to fund senior services such as emergency repairs, rent guarantee loans, or loans for utilities.

FY 2006/07 HIGHLIGHTS

- In FY 2006-07 funded \$4,500 to Catholic Charities Long Term Care Ombudsman Program to provide advocacy services for residents in long term care facilities and
- \$8,600 to Catholic Charities Daybreak Respite Program for in-home and center-based caregiver respite services for those caring for an elderly person.
- Spent \$5,000 to move the Friendly Inn Sr. Center to the Centennial Recreation Center

FY 2007/08 ACTIVITY GOALS

- Administer Senior Emergency Loan Program for lower income seniors to provide assistance with utility bills and/or emergency repairs, such as water heater replacements.
- Award \$4,500 to Catholic Charities Long Term Care Ombudsman Program to provide advocacy services for residents in long term care facilities and \$8,600 to Catholic Charities Daybreak Respite Program for in-home and center-based caregiver respite services for those caring for an elderly person

FINANCIAL COMMENTS

This fund began with a one-time contribution from a developer for a housing in-lieu fee payment. The current fund balance is about \$173,000. The Senior Emergency Loan Program was initially funded with about \$12,000 in interest earned in the Trust Fund. There is about \$5,700 remaining for this program.

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FY 2006/07 HIGHLIGHTS

- ## **FY 2007/08 ACTIVITY GOALS**

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		04/05 Actuals	05/06 Actuals	06/07 Current Budget	06/07 Estimated Year-End	07/08 Proposed Budget
42236	BANK CARD SERVICE FEES	-	29	-	-	-
	Supplies Total	-	29	-	-	-
86440	GRANT AMOUNT	15,000	15,000	15,000	15,000	15,000
86441	HOUSING PROGRAMS	-	-	2,000,000	150,000	1,000,000
	Project Total	15,000	15,000	2,015,000	165,000	1,015,000
	BAHS Housing Total	15,000	15,029	2,015,000	165,000	1,015,000